nbf Signature Series

800-558-1010
www.NBF.com

AVANTI AIR™ EXECUTIVE CHAIR
ASSEMBLY INSTRUCTIONS

Congratulations on the purchase of your new *Signature Series Avanti* chair!

PARTS

PART	DESCRIPTION	QTY
1	Casters	5
2	5-Star Base	1
3	Telescoping Cover	1
4	Cylinder	1
5	Seat Plate	1
6A	Left Arm	1
6B	Right Arm	1
7	Seat Cushion	1
8	Back Cushion	1
9	1⅞" Screws	2
10	1" Screws	2
11	1¼" Screws	14
12	Plastic Caps	4
13A	Left Arm Insert	1
13B	Right Arm Insert	1
14	Hexagonal Wrench	1
P	Packing Material	1

CUSTOMER SERVICE HOTLINE
800-626-6060

ATTENTION:

Make certain to fully tighten all screws before using chair.

INSTRUCTIONS

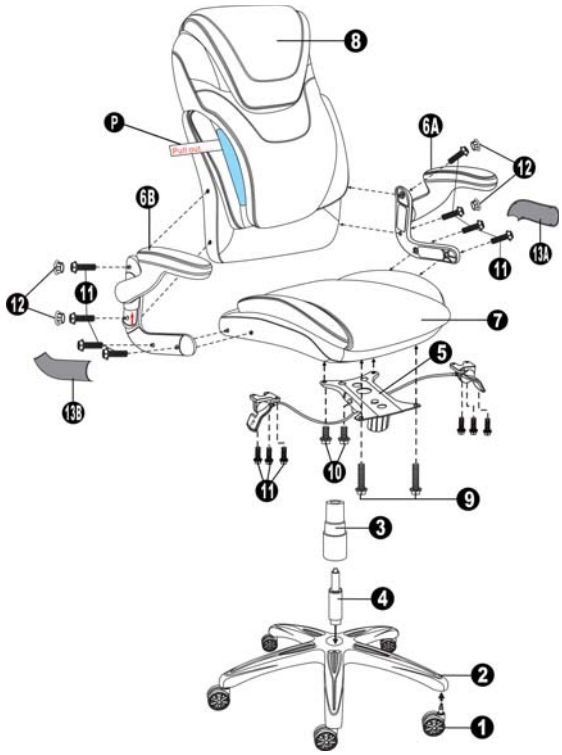

Diagram 1

Diagram 2

INSTRUCTIONS

A. Remove all parts from the carton and separate them into part number groups as indicated in the parts list.
B. To begin assembly, place the 5-star base **(2)** upside down and insert casters **(1)** into the bottom of base **(2)**.
C. Turn the base **(2)** right side up on the floor and insert the cylinder **(4)** into the center hole on the base **(2)**.
D. Place the telescoping cover **(3)** over the the cylinder **(4)** and rest it on the base **(2)**.
E. Attach the seat plate **(5)** to the bottom of the seat cushion **(7)** (with front of seat plate facing the front of the seat cushion) by using 1⅞" screws **(9)** into the front holes of the seat plate **(5)** and 1" screws **(10)** into the rear holes of the seat plate **(5)** and **tighten the screws**.
F. Align handles of the seat plate **(5)** over pre-drilled holes on the left and right of the seat cushion **(7)** bottom, attach the handles to both sides of seat cushion **(7)** by using 1¼" screws **(11)**. **Tighten the screws completely!** Affix the cable for the seat plate into the plastic clips attached to the bottom of the seat cushion **(7)**.
G. Place the seat cushion **(7)** with the seat plate **(5)** on the top of the cylinder **(4)** and press down until fully engaged.
H. Fasten Arms **(6A & 6B)** onto sides of the seat cushion **(7)** by using 1¼" screws **(11)**. **Do not tighten the screws completely!**
I. Place the back cushion **(8)** between arms **(6A & 6B)**, adjust the arms up to their highest position by: 1. Flip arms up to vertical positions. 2. While in vertical position slide arm assembly up vertically to its highest point. 3. While holding arm at highest position flip arm pad back horizontal to lock arm in place. This will reveal lower screw holes. Use 1¼" screws **(11)** to locate lower screw holes on both arms **(6A & 6B)** and back cushion **(8)** with wrench **(14)**. **Do not tighten the screws completely!**
J. Push the back cushion **(8)** up to a vertical position and attach the arms by using 1¼" screws **(11)** with wrench **(14)**. **Tighten the screws.**
K. Press the plastic caps **(12)** into armrest holes to cover screws and place the arm inserts **(13A & 13B)** into arm grooves once all screws have been tightened.
L. Remove the packing material **(P)** placed between the back cushion and the air frame.
M. Periodically (every 90 days) make sure that the screws are still fully tightened.

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OPERATING FEATURES

1. TO ADJUST SEAT HEIGHT:

While seated, lean forward and reach under the right side of the chair to locate the handle. Lift the handle and raise your body up slightly to allow the chair to rise to the desired height. To lower the seat, lift the handle while applying more weight downward on the seat. The chair will descend until the handle is released or the chair reaches the lowest position.

2. TO OPERATE TILT LOCKOUT:

While seated, reach under the left side of the chair to find the handle. Push down the handle and lean back to allow the chair to tilt backwards. To lock the chair in the upright or vertical position, sit upright and pull the handle to the level position.

3. TO ADJUST TENSION ON THE TILT:

Reach under the front center of the chair, grasp the round knob and turn counterclockwise to make the tilt mechanism firmer (stiffer). To make the tilt mechanism less firm, turn the knob clockwise until the desired resistance is found.

4. TO ADJUST ARM HEIGHT:

Pull up the arms to vertical position (1), slide the arms up or down to adjust the arm height to your personal comfort (2), then push down the arms to level position to lock arm at desired height (3). The arms can also be flipped up to vertical position to allow you to work closer to your desk.

5. ABOUT THE AIR CUSHIONS:

While seated, the open-air contours of the cushions which are designed to breathe and flex, can dynamically provide continuous support by connecting with your body's natural movement. The air cushions conform to the curve of your spinal cord and are intended to relieve your back from stress. Note: It is not intended to diagnose, treat, cure or prevent any disease. If pain increases, please discontinue use.

WARNINGS

1. This product should be used by only one person at a time.
2. Do not use this chair unless all bolts, screws and knobs are securely tightened.
3. **Save the hexagonal wrench.** Check that all bolts, screws and knobs are tight every three months or as needed.
4. Dispose of packing material properly. Do not use the plastic cover as a head covering. It may cause suffocation.
5. Do not use the chair as a stepladder.
6. Use this chair for its intended purpose only.
7. The casters sold with this chair are intended for use on carpet. They are not recommended for use on tile or hard-wood floors. Using these casters on tile or wood flooring may cause damage to the floor surface. Please consider using a chair mat to protect your floor surfaces.